



**LOUISBURG PARK AND TREE BOARD
MEETING MINUTES
Monday, September 14, 2015**

The Park Board of Louisburg, Kansas met at 6:38 p.m. in the City Hall Council Chambers with Chairperson Bob Bazin presiding.

ATTENDANCE

Board Chairperson: Bob Bazin

Board Members: Michael McClellan

Lonnie Kunz (Arrived Meeting 6:45 p.m.)

Molly Strubbe (Departed Meeting 7:29 p.m.)

City Council: Steven Town

City Administrator: Nathan Law

Recording Secretary: Rusty Whitham

Visitors: Bob Nauman and Courtney Carotenuti

Item 1: Pledge of Allegiance

Item 2: Adoption of Agenda

A motion was made by Molly Strubbe to approve the agenda. The motion was seconded by Michael McClellan. Motion carried 3-0.

Item 3: Approval of minutes

A motion was made by Michael McClellan to approve the minutes from the August 10, 2015 Park and Tree Board meeting. The motion was seconded by Molly Strubbe. Motion carried 3-0.

Item 4: Public Comment

None

PUBLIC HEARING BUSINESS ITEMS

Item 5: A continuation of a discussion concerning a City Park memorial for Patty Hansberger. The memorial may include a possible donation of playground equipment. Bob Nauman will provide a presentation.

Bob Nauman provided pictures and a Site Plan that depicts the type and location of the proposed playground equipment that will be installed in the City Park. The Hansberger family wishes to donate two pieces of playground equipment in memory of Patty Hansberger. Nauman stated that the family also wishes to place a memorial plaque in honor of Patty near the donated equipment.

Nauman then mentioned that there is an existing older plaque set in stone dedicated to Diane Blakeman (1942-1972). The plaque references playground equipment that was donated in her memory. However, no equipment is located near the plaque. Nauman speculated that the equipment may have been removed or

relocated over the years. He suggested that the City may try to preserve the plaque and honor the memory of Diane Blakeman by relocating it to a more appropriate location within the park. Nauman stated that obtaining the history associated with the plaque and Diane Blakeman may be beneficial. Nauman offered to contact the Blakeman family. Further discussion concerning the Diane Blakeman memorial plaque is required.

After additional discussion, a motion was made by Lonnie Kunz to accept the two pieces of donated playground equipment by the Hansberger family with the following stipulations.

1. Two pieces of donated playground equipment shall be professionally installed in the City Park as depicted on the submitted Site Plan.
2. A memorial plaque shall be placed near the donated playground equipment in the memory of Patty Hansberger. All costs associated with the plaque shall be the responsibility of the donor.
3. The City shall provide edging and mulch (Safety Apron) around the newly installed playground equipment.

The motion was seconded by Michael McClellan. The motion passed 4-0. This topic with recommendation shall be forward to the City Council for additional discussion and possible comment.

Reference Park and Tree Board minutes dated 4/13/15 and 8/10/15 for additional information concerning this topic.

Item 6: A discussion with Robert Hess concerning green algae at the City Lake. Robert Hess is a resident of the Lake Subdivision.

Robert Hess was not present at the meeting. Nathan Law stated that he has talked to Mr. Hess concerning the algae problem at the lake. Law explained that the City has contracted Blue Valley Lab to evaluate the situation and treat the water to remove the algae. Blue Valley Lab should have this situation resolved next week.

Item 7: A request from Courtney Carotenuti to schedule a wedding in one of the City Parks on Saturday May 7, 2016. Ms. Carotenuti will be present for this discussion.

Courtney Carotenuti explained that she wishes to have her wedding ceremony at L/Y Park on 5/7/16. She has chosen the area near the pond as the site of the ceremony. Carotenuti explained that she is expecting roughly 100-125 guests. She assured the Board that no alcohol will be consumed at the ceremony. Carotenuti added that a wedding reception will be held at Timbercreek following the ceremony.

Since there will be less than 200 people in attendance a Special Event Permit will not be required. It was explained that the parks are used on a first come-first use basis. No objections were made by the Park and Tree Board concerning Carotenuti's request. Chairperson Bob Bazin asked that the area be cleaned immediately after the wedding ceremony. He also directed Carotenuti to contact the City Clerk (Traci Storey) to place this event on her calendar so that a Boy Scout Campout is not scheduled in that section of the park that weekend. No further discussion occurred concerning this topic.

OLD BUSINESS:**Item 8: Discussion concerning the placement of Aaron Willard memorial bench in L/Y Park. Bench dedication is scheduled for September 26th.**

Staff explained that the memorial bench is ready for delivery and installation. The bench needs to be installed prior to the 9/26/15 dedication ceremony. Staff recommended that members of the Board meet with the donor (Pam Poore) to determine the exact location of the bench. The bench will be installed in playground area adjacent to the concession stand in L/Y Park. The exact placement needs to be determined. Staff explained further by stating that the bench will be concreted into the ground and once it's installed it may not be repositioned.

Chairperson Bob Bazin and Michael McClellan agreed to meet with Pam Poore on 9/23/15 after 7 pm. Arrangements for a site visit with the donor were solidified the following morning.

Reference Park and Tree Board minutes dated 9/9/14 for additional information concerning this topic.

Item 9: Discussion concerning the Hay Contract at L/Y Park.

Staff provided the Board with a copy of the current hay contract dated 9/1/11. The contract is with Tim Vaughan and will expire on 9/1/16. After a brief discussion it was the consensus of the Park and Tree Board to secure all future hay contracts through an open bid process. No action was taken by the board at this time.

Reference Park and Tree Board minutes dated 8/10/15 for additional information concerning this topic.

Item 10: Discussion concerning a grant provided by Royals Charity to build additional baseball fields at L/Y Park.

It was stated during the 8/10/15 Park and Tree Board meeting that the construction of additional baseball fields are on hold until funding is secured. As a result of this discussion Staff provided grant information from Royals Charities concerning possible funding source for additional baseball fields. After a brief discussion no action was taken by the board.

Item 11: Discussion concerning the DRAFT Memorial Program.

A motion was made by Lonnie Kunz to approve the Memorial Program. The motion was seconded by Michael McClellan and passed 3-0.

The program will be formally signed during the next Park and Tree Board meeting. Once signed the Program will be forwarded to the City Council for additional discussion and possible comment.

REPORTS:

None

Item 12: ADJOURNMENT:

A motion was made by Lonnie Kunz to adjourn the meeting. The motion was seconded by Michael McClellan. Motion carried 3-0. The meeting concluded at 7:46 pm.

The next meeting will be held on October 12, 2015 at 6:30 p.m.

Submitted by Rusty Whitham
Recording Secretary